



REST WAIT RECEIVE

ANNUAL REPORT AND ACCOUNTS 2024

(For the period to 31-03-24)

www.chapelhouseministries.org.uk

Chapel House Ministries is a Registered Charity No. 1156159

1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

Contact Details:

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2023 to 31 March 2024 the following Trustees were appointed:

The first charity trustees are as follows:

Paul Frederick Wilcox

Jane Paton Wilcox

The charity trustees appointed for the following terms are as follows:

Deborah Mary Austin for 4 years to 20th March 2026

Charles Michael Barry Austin for 4 years to 20th March 2026

Gillian Lucas for 4 years to 20th March 2026

Grahame Lucas for 4 years to 20th March 2026

3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4th February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider any material risks at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The value of the charity's property provides sufficient cover for the long-term liabilities and the low-level strategic risk that the charity is forced to cease operating due to the loss of key Trustees.

The Charity Trustees meet up to four times a year and are responsible for all business decisions of the Charity.

4. Objectives

The objects of the Chapel House Ministries are

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):
 - i. Models of mentoring and hospitality,
 - ii. A ministry among people wanting to grow in their Christian faith and discipleships,

- iii. Mentoring or counselling sessions,
- iv. Literature on Christian mentoring,
- v. A retreat centre (Chapel House) for the above purposes, and
- vi. Grants to individuals.

b. exploring how Christian Mentoring and Counselling might interact.

5. Achievements and Outcomes

This last year has been an exciting and event-full year for Chapel House, but in a slightly different way to previously, in that more people have been coming on individual retreats e.g. Elim and Baptist Ministers, and less for retreats that we have initiated, as might have been the case previously. We have also hosted training days for the Diocese of Worcester, Alpha Away days, Heart of England Baptist Association prayer meetings, Area Deanery meetings, a Formission College Quiet Day, a City Church Leadership team away day, a South African Missionary family and a Birmingham Hoteliers' retreat. We also had the immense joy in the summer of celebrating 10 years at Chapel House and we invited friends, neighbours and supporters to a celebration party and hog roast! Nearly 200 people were in attendance during the day.

Jane's regular and developing counselling work has become an integral part of what Chapel House is all about and she finds the work immensely encouraging and challenging in equal measure. We could not have known 10 years ago that this would happen, but it feels like an incredible privilege to facilitate this part of our ministry.

We continue to closely follow the ministry of our partner in Tanzania, Dr George Otieno Lawi, the academic dean at Msalato theological college. Our support enables him to continue his teaching and ministry in Dodoma, the administrative capital of Tanzania. His children are currently doing well at college and school, achieving high marks and we trust that our investment in the ministry of this family will prove fruitful in the future.

The Airbnb use of Chapel House has proved very successful and, informally, some great connections with people have been made. All guests have spoken very highly in their reviews of the Chapel House facility.

Chapel House Ministries started in early 2014 and since then has:

	2015/22	2022/23	2023/24
Chapel House Ministries			
a. ministered to, and mentored individuals	2,119	53	50
b. Number of individuals who have visited Chapel House for mentoring, hospitality, prayer, and lectures	325	210	150
c. received the help of volunteers	70	3	20
d. Number of mentors	84	25	25

6. Financial Review

In nutshell and as at 31 March 2024:

- a. During 2023-24 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

Expenditure	2023-24 £	2022-23 £
Chapel House – Equipment and furnishing	510	311
Chapel House - Running costs and Garden Maintenance	7,523	7,484
Mission partners	4,899	9,314
CCMN Mentoring Network	2,840	5,642
Total	15,772	22,751

- b. Income was received during the year as follows:

Income	2023-24 £	2022-23 £
Chapel House	7,924	7,072
Airbnb	892	1,342
Designated for Mission Partners	6,865	7,113
CCMN Mentoring Network	1,768	2,923
Total	17,439	18,449

- c. As at 31 March 2024 our **general fund** reserve stood at £3,936 (£4,267 as at 31-03-23), a decrease of £331 during the year (an increase of £619 during the previous year).
- d. As at 31 March 2024 our **Christian Coach and Mentoring Network fund** reserve stood at £684 (£1,756 as at 31-03-23), a decrease of £1,072 in the year. However, this arm of the charity was closed towards the year end and it was agreed to transfer the fund balance to the general fund as an expression of gratitude for the support of CCMN activity. This fund is now reflected in the balance shown as paragraph c) above.
- e. By 31 March 2024 we had £7,221 i.e., £5,369 in the bank and £1,863 owed to us (HMRC Gift Aid claim).
- f. Income from the letting of Chapel House through Airbnb was £892 during the year and this has been transferred to the General Fund (£1,342 in 2022-23).

7. Actions for the future

The Trustees have reviewed where Chapel House Ministries is in its development and are confident it is still meeting its objectives. It is felt that Paul and Jane have enough energy, vision and ideas to keep going for another five years and at that point we will review again. There is still a desire to pursue activities and events that explore contemplative expressions of the Christian faith, and to that end, an 'Unexpected Journey' retreat is planned for mid-February 2024.

We are going to be hosting an occasional lunch for people in leadership, locally, who are on an inclusive 'journey' and feeling in need of encouragement. These will be drawn from our existing contacts, initially, but we anticipate attendance will grow. This will take place on a termly basis, and we believe is in keeping with the foundational principles of Chapel House Ministries.

We also plan to host further 'Unexpected Journey' retreats for folk who are exploring fresh and innovative ways of working out their faith.

In our local community, we now have great links, particularly with our immediate neighbours and hope to develop these in the coming year. Our pastoral presence seems to be valued and we see great potential for missional engagement outside of the established practices of the church, although as an ordained person, Paul makes the link whenever he can.

As previously indicated, during 2023-24 Chapel House Ministries has now become separated from the Christian Coach and Mentor Network. CCMN have expressed their great appreciation to CHM for having provided a 'home' for the last couple of years but recognise that it is now more appropriate for them to be independent.

8. Accounting Policies

Accruals: It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This is treated on an accrual basis.

Property Valuation: The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial Reporting Standard (FRS102). A professional and independent valuation was carried out on 4th February 2022 and is reflected in these accounts. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Works to Property: Items of expenditure that are deemed to improve the value of the property are capitalised and treated as part of the Fixed Asset "Chapel House". All expenditure on maintenance is charged to the year of account. Expenditure on equipment or assets on or above £2,500 with a life expectancy greater than two years is capitalised and subject to depreciation on the straight-line method over the forecast life of the asset.

Procurement: All expenditure above £2,500 should be subject to Trustee approval prior to purchase. Any expenditure on a single item above £2,500 should be subject to receipt of at least two written or documented quotes and be subject to Trustee approval if the lowest quote is not to be accepted. Any expenditure above £7,500 should be subject to three written quotes based on a clear specification of the works or asset to be purchased, and Trustee approval of the selected quote.

The letting of Chapel House through Airbnb: The Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

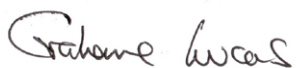
9. The Annual Statement of Accounts 2024

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 13.

Page No.	Financial Statements for the period 1 April 2023 to 31 March 2024
6	Statement of Financial Activities and funds summary
7	Balance Sheet
8	Fund Movement summary
9	Statement of Assets and Liabilities
10	Analysis of Receipts and Payments (notes A, B1 and B2)
11	Additional notes to the accounts (notes B3, C, D and E)
12	Statement of Financial Activities and funds summary 2022-23 for comparison with 2023-24 on page 6
13	Report of Independent Examiner

10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.



Grahame Lucas
Treasurer
5th December 2022



Paul Wilcox
Chairman
5th December 2024

Chapel House Ministries Annual Report and Accounts 2024

Chapel House Ministries Statement of Financial Activities For the period from 01 April 2023 to 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
Incoming resources						
Incoming resources from generated funds	0	0	1,760	1,760	4,073	A
Voluntary income	7,898	6,866	8	14,772	13,027	A
Investment income	15	892	0	906	1,350	
Other incoming resources	0	0	0	0	0	
Total income	7,913	7,757	1,768	17,439	18,449	
Resources used						
Cost of generating voluntary income	1,617	0	0	1,617	791	B2
Charitable activities	8,203	3,112	2,840	14,155	21,960	B1
Prior year adjustments	0	0	0	0	0	
Total expenditure	9,820	3,112	2,840	15,772	22,751	
Net income (expenditure) resources before transfers	-1,907	4,645	-1,072	1,666	-4,301	
Transfers between funds:						
Gross transfers between funds - in	1,576	0	0	1,576	1,342	D
Gross transfers between funds - out	0	-892	-684	-1,576	-1,342	D
Investment and Assets valuations:						
Gains/losses on investment assets	0	0	0	0	0	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	0	C
Net movement in funds	-331	3,754	-1,756	1,666	-4,301	
Reconciliation of funds:						
Total funds brought forward	4,267	143,969	1,756	149,992	154,293	
Total funds carried forward	3,936	147,722	0	151,659	149,992	
Represented by:						
Unrestricted						
General fund	3,936	0	0	3,936	4,267	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	4,722	0	4,722	969	
Restricted						
The Christian Coach And Mentor Network	0	0	0	0	1,756	
Total funds	3,936	147,722	0	151,659	149,992	

There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.

See Page 12 - Statement of Financial Activities and funds summary 2022-23 for comparison with 2023-24.

Chapel House Ministries Balance Sheet

	As at 31/03/2024	As at 31/03/2023
Fixed assets		
Chapel House	300,000	300,000
	300,000	300,000
Current assets		
Debtors	1,863	268
Cash At Bank And In Hand	5,359	5,287
	7,221	5,555
Liabilities		
Current Liabilities	-	-
Net current assets less current liabilities	7,221	5,555
Total assets less current liabilities	307,221	305,555
Less Liabilities:		
Provision For Liabilities After One Year	155,563	155,563
Total net assets less liabilities	151,659	149,992
Represented by:		
Unrestricted		
Unrestricted - General Funds	3,936	4,267
Designated		
Chapel House Revaluation Reserve	32,920	32,920
Funds used for purchase of Chapel House	32,667	32,667
Funds used for the improvement of Chapel House	77,412	77,412
George	4,722	969
Restricted		
The Christian Coach And Mentor Network	0	1,756
Fund Totals	151,659	149,992

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.

Chapel House Ministries
Fund movement summary
Period: 01 April 2023 to 31 March 2024

Fund	Fund balances brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Fund balances carried forward £
Unrestricted funds:						
General fund	4,267	7,913	9,820	1,576	-	3,936
Designated funds:						
Air - Airbnb	-	892	-	-892	-	-
Funds used for purchase of Chapel House	32,667	-	-	-	-	32,667
Funds used for the improvement of Chapel House	77,412	-	-	-	-	77,412
Chapel House Revaluation Reserve	32,920	-	-	-	-	32,920
George	969	6,866	3,112	-	-	4,722
Restricted funds:						
The Christian Coach And Mentor Network	1,756	1,768	2,840	-684	-	0
Total charity funds	149,992	17,439	15,772	-	-	151,659

Chapel House Ministries Annual Report and Accounts 2024

Chapel House Ministries Statement of Assets and Liabilities (by code) As at: 31 March 2024

Class and nominal code	General (Unrestricted)	Designated	Restricted	Total	Last year
	£	£	£	£	£
Fixed Asset - Tangible Assets					
6431: Chapel House purchase	-	189,667	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	77,412	77,412
6433: Chapel House Revaluation	-	32,920	-	32,920	32,920
Total	-	300,000	-	300,000	300,000
Current Asset - Cash At Bank And In Hand					
6501: Bank current account	2,911	2,447	0	5,359	5,287
Total	2,911	2,447	0	5,359	5,287
Current Asset - Debtors					
Z05: Accounts Receivable	1,025	838	-	1,863	268
Total	1,025	838	-	1,863	268
Liability - Provision For Liabilities After One Year					
6602: Long Term Loans received	-	155,563	-	155,563	155,563
Total	-	155,563	-	155,563	155,563
Net total assets	3,936	147,722	0	151,659	149,992
Represented by					
Unrestricted funds:					
General	3,936	0	0	3,936	4,267
Designated funds:					
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667
George	0	4,722	0	4,722	969
Funds used for improvement of Chapel House	0	77,412	0	77,412	77,412
Chapel House revaluation reserve	0	32,920	0	32,920	32,920
Restricted funds:					
Christian Coach and Mentor Network	0	0	0	0	1,756
Total funds of the charity	3,936	147,722	0	151,659	149,992

Chapel House Ministries Annual Report and Accounts 2024

Chapel House Ministries Analysis of income and expenditure Period: 01 April 2023 to 31 March 2024

	General £	Designated £	Restricted £	Total this year £	Total last year £
NOTE A					
Incoming resources					
Incoming resources from generated funds					
0101 - Gift Aid - Bank	300	2,065	0	2,365	2,550
0201 - Other planned giving	450	2,249	0	2,699	3,245
0501 - One-off Gift Aid gifts	450	0	0	450	0
0550 - Donations appeals etc	5,380	1,462	0	6,842	5,115
0601 - Tax recoverable on Gift Aid	1,318	1,090	0	2,408	623
0901 - Other funds generated	0	0	8	8	1,494
1020 - Bank and building society interest	15	0	0	15	8
1030 - Rent from lands or buildings	0	892	0	892	1,342
0401 - Annual Subscriptions	0	0	730	730	2,710
0403 - Gifts Received	0	0	1,030	1,030	1,363
Incoming resources from generated funds Totals	7,913	7,757	1,768	17,439	18,449
1500 - Prior Year Adjustment	0	0	0	0	0
Incoming resources Grand totals	7,913	7,757	1,768	17,439	18,449
Resources used					
NOTE B2					
Cost of generating funds					
1710 - Costs of applying for grants & fundraising	138	0	0	138	0
1730 - Costs of retreats & events	1,479	0	0	1,479	791
Cost of generating funds Totals	1,617	0	0	1,617	791
NOTE B1					
Charitable activities					
1601 - Administration CCMN	0	0	962	962	1,287
1602 - Website and Email CCMN	0	0	1,754	1,754	2,590
1603 - Social Media and Marketing CCMN	0	0	0	0	1,680
1606 - Core team expenses CCMN	0	0	124	124	0
1801 - Giving to mission partners	1,688	3,112	0	4,799	9,314
1830 - Giving relief & development agencies	100	0	0	100	0
2050 - Caretaking	2,400	0	0	2,400	2,400
2201 - Training	185	0	0	185	0
2331 - Cleaning	60	0	0	60	106
2343 - Furniture and Equipment	510	0	0	510	311
2350 - Upkeep of garden	139	0	0	139	164
2360 - Administration	424	0	0	424	1,460
2401 - Chapel House - insurance	1,151	0	0	1,151	1,048
2402 - Chapel House maintenance	585	0	0	585	642
2414 - Chapel House heating and lighting	960	0	0	960	960
Charitable activities Totals	8,203	3,112	2,840	14,155	21,960
2900 - Prior Year Adjustment					-
Resources used Grand totals	9,820	3,112	2,840	15,772	22,751
<i>Net change in resources (-ve = reduction)</i>	<i>-1,907</i>	<i>4,645</i>	<i>-1,072</i>	<i>1,667</i>	<i>-4,302</i>

Note B3 Investments: The Charity does not hold any cash investments.

Note C Property Valuation: This was last carried out on 4th February 2022 by Messrs Nicol & Co. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued in the region of £300,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-24	Freehold Land and Buildings as at 31-3-23
	£	£
Cost & valuation history		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Cost of reordering & improvements 2016-17	62,627	62,627
Cost of reordering and improvements 2017-18	2,786	2,786
Cost of improvements to driveway & external areas in 2020	12,000	12,000
Revaluation on 20-09-2017	19,920	19,920
Revaluation on 04-02-2022	13,000	13,000
Net book value at the end of year	300,000	300,000
N.b. there were no impairments and no depreciation applied		

Note D Transfers between funds: the funds generated by the Airbnb project of £892 in 2023/24 (£1,342 in 2022/23) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.

Note E Debtors: Two claims were made to HMRC after 31-03-2024 in respect of Gift Aided income prior to 01-04-2024. The claim totalled £1,863 (£268 (2022/23) and has been treated as an accrual of income in the 2023/24 accounts. The claim was received in May 2024.

Donations of goods and services in kind: Our annual independent examination was carried out by Tim Marlow free of charge. Volunteers provide their services to administer the charity and manage events.

Chapel House Ministries
Statement of Financial Activities
For the period from 01 April 2022 to 31 March 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
Incoming resources						
Incoming resources from generated funds			4,073	4,073	3,854	A
Voluntary income	5,914	7,113	0	13,027	17,925	A
Investment income	8	1,342	0	1,350	2,188	
Other incoming resources	1150	0	-1150	0	0	
Total income	7,072	8,455	2,923	18,449	23,967	
Resources used						
Cost of generating voluntary income	791	0	0	791	1,079	B2
Charitable activities	7,004	9,314	5,642	21,960	21,194	B1
Prior year adjustments	0	0	0	0	-	
Total expenditure	7,795	9,314	5,642	22,751	22,273	
Net income (expenditure) resources before transfers	-723	-859	-2,720	-4,301	1,695	
Transfers between funds:						
Gross transfers between funds - in	1,342	0	0	1,342	2,183	D
Gross transfers between funds - out	0	-1,342	0	-1,342	-2,183	D
Investment and Assets valuations:						
Gains/losses on investment assets	0	0	0	0	-	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	13,000	C
Net movement in funds	619	-2,201	-2,176	-4,301	14,695	
Reconciliation of funds:						
Total funds brought forward	3,648	146,169	4,476	154,293	139,599	
Total funds carried forward	4,267	143,969	1,756	149,992	154,293	
Represented by:						
Unrestricted						
General fund	4,267	0	0	4,267	3,648	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	969	0	969	3,169	
Restricted						
The Christian Coach And Mentor Network	0	0	1,756	1,756	4,476	
Total funds	4,267	143,969	1,756	149,992	154,293	

There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.

This statement for the previous year is provided as a comparator with the latest Statement of Financial Activities as set out on page 6.

**Independent Examiner's Report to the trustees of Chapel House Ministries
Registered Charity 1156159.**

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

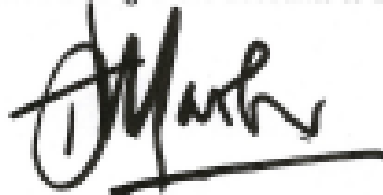
As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Timothy Marlow
FCMA, CGMA (Retired)

11 Ingram Avenue, Worcester.

31 December 2024